III-Y Year-end Adjustment File Reporting

The Year-end Adjustment (YA) File stores detail history transactions in their original input format with their processing date. History transactions posting to the YA File have the following characteristics:

Batch Type is **00** (zero zero);
Batch Number between **A01** and **A99**; and
Fiscal Month is 13.

The YA File is designed to automatically reverse the various Year-end Adjusting entries that are required to be reversed in the new fiscal year. Accounting transactions are held in this file until the agency initiates the Year-end Open process. During the Year-end Open process, all transaction held for the agency are batched with the following changes:

Batch Date is changed to the current processing date;

Batch Type is changed to **AN**;

Batch Number is changed to **001** and incremented by one for each additional original batch/processing date combination;

Reverse Field is changed to its opposite value (**blank** to **R** and **R** to **blank**); and

Fiscal Month is changed to the Current Fiscal Month during July and when the OC Table Prior Month Open Indicator is **C**, **N**, or **T**. Otherwise it is set to Prior Month.

The chart below identifies the source of data that determines the control key for the Year-end Adjustment File. Detailed description and illustration of the Year-end Adjustment File report is on the following pages.

YEAR-END ADJUSTMENT FILE

NAME	SOURCE
Organization	Name/Password
Transaction ID	User Assigned
Processing Date	System Assigned

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EXHIBIT III-Y01

REPORT NAME: **Listing of Accruals To Be Reversed In The New Year**	REPORT NO: **CSTARY01**

PURPOSE: Used to review transactions in the Year-end Adjustment (YA) File that are being held for reversal in the new fiscal year.

DESCRIPTION: Listing of all transactions in the YA File by Transaction ID.

REPORT REQUEST OPTIONS:

Report Period:

FM: PY
P: Not Applicable

Level of Detail:

Index (I)	Program (P)	Object/Source(O/S)	Fund (F)
Not Applicable	Not Applicable	Not Applicable	Not Applicable

Fund Selection: Not Applicable

GLA Selection: Not Applicable

Additional Report Selection Options Popup Screen: Not applicable

Destination Options: All available output

FINANCIAL ELEMENTS:

Transaction Amount: This is the amount entered on the transaction.

SPECIAL NOTES:

None

REPORT SORT:

The report sorts records by the Transaction ID. There are no page breaks on this report. A total item count and dollar amount is provided at the end of the report.

EXHIBIT III-Y01 (Continued)

```
CSTARY01 9990 (DEST: A1 CTL1) PY, ,0,0,0,0,   ,   ,   ,      ,          ,      ,          ********** RUN:07/31/01 TIME:19.02
FISCAL MONTH:   13    ADJUSTMENTS  0(ORG  )****************************************************
                                            DEPARTMENT OF AIR QUALITY (9990)
                                    LISTING OF ACCRUALS TO BE REVERSED IN THE NEW YEAR
                                                 POSTED THRU 07/30/01
*********************************************************************************************************************************PAGE   1


*-- TRANS ID ---* TC  M  R  FY  FM  REF-DOC-NO  VENDOR-NO/SFX  DOC-DATE  CURR-DOC-NO  INDEX   PCA    OBJ/AGCY    TRANSACTION AMOUNT
                  PRJ-NO/WP  SOURCE/AGY  AS     FUND  FS  FD  MD  SUBIDIARY  GLAN     VENDOR NAME       PROC-DATE

01070600A01000010 517      00  13                                          OCA63837 01         10050                    15,777.00
                             015    0001  G  00   1  2540000                                   07/06/01

01070600A01000020 519      00  13                              06/30/01    OCA63837 02  1000   10050                     6,320.00
                             015    0001  G  00   1                                            07/06/01

01070600A02000010 530      00  13                              06/30/01    A1-ENTRY 00                                     245.82
                             101    0001  G  00   1                                            07/06/01

01070600A02000020 532      00  13                              06/30/01    A2-ENTRY 00                                   3,712.50
                             101    0001  G  00   1                                            07/06/01

01070600A02000030 585      00  13                              06/30/01    A10ENTRY 00         10050                     1,822.50
                             101    0001  G  00   1                                            07/06/01


                                                            TRANSACTION TOTAL:       5          27,877.82
```